



STATE OF ALABAMA

DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

INVITATION TO BID

INVITATION TO BID NO: 10-X-2215778

REQ. AGENCY : 012063
ALDOT - MAINT BUREAU
AGENCY REQ. NO. :
T-NUMBER :
DATE ISSUED : 12/23/09
VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1433021
BUYER NAME : KATHY MOORE

FOR: GUARD AND SECURITY SERVICES

BUYER PHONE NO. : (334) 242-7040-
PURCHASING PHONE NO: (334) 242-7250

BID MUST BE RECEIVED BEFORE:
DATE: 01/14/10 TIME: 5:00 PM

BIDS WILL BE PUBLICLY OPENED:
DATE: 01/15/10 TIME: 10:00 AM

TO BE COMPLETED BY VENDOR

INFORMATION IN THIS SECTION SHOULD BE PROVIDED, AS APPROPRIATE. BID RESPONSE
MUST BE IN INK OR TYPED WITH ORIGINAL SIGNATURE AND NOTARIZATION.

1. DELIVERY: CAN BE MADE _____ DAYS OR _____ WEEKS AFTER RECEIPT OF ORDER
2. TERMS: _____(DISCOUNTS ARE TAKEN WITHOUT REGARD TO DATE OF PAYMENT.)
3. PRICE VALID FOR ACCEPTANCE WITHIN _____ DAYS.
4. VENDOR QUOTATION REFERENCE NUMBER, IF ANY: _____
(THIS NUMBER WILL APPEAR ON THE PURCHASE ORDER.)
5. E-MAIL ADDRESS: _____
INTERNET WEBSITE: _____
6. GENERAL CONTRACTOR'S LICENSE NO: _____
TYPE OF G.C. LICENSE: _____

***** IMPORTANT NOTE: *****

BIDDERS MUST COMPLY WITH ALL "BID RESPONSE INSTRUCTIONS" ON PAGE 2, TO INCLUDE
ITEM 7 - COPY REQUIREMENT.

RETURN INVITATION TO BID:

US MAIL

COURIER

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING
P O BOX 302620
MONTGOMERY, AL 36130-2620

STATE OF ALABAMA
DIVISION OF PURCHASING
RSA UNION BUILDING
100 N. UNION ST., SUITE 192
MONTGOMERY, AL 36104

SIGNATURE AND NOTARIZATION REQUIRED

I HAVE READ THE ENTIRE BID AND AGREE TO FURNISH EACH ITEM OFFERED AT THE PRICE QUOTED.
I HERBY AFFIRM I HAVE NOT BEEN IN ANY AGREEMENT OR COLLUSION AMONG BIDDERS IN
RESTRAINT OF FREEDOM OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO
REFRAIN FROM BIDDING.

SWORN TO AND

FEIN OR SSN

AUTHORIZED SIGNATURE (INK)

SUBSCRIBED BEFORE ME THIS

COMPANY NAME

TYPE/PRINT AUTHORIZED NAME

_____ DAY OF _____

MAIL ADDRESS

TITLE

NOTARY PUBLIC

CITY, STATE, ZIP

TOLL FREE NUMBER

TERM EXP: _____

PHONE INCLUDING AREA CODE

FAX NUMBER

STANDARD TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 2

INVITATION TO BID

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

AUTHORITY:

THE DEPARTMENT OF FINANCE CODE OF ADMINISTRATIVE PROCEDURE, CHAPTER 355-4-1 EFFECTIVE DECEMBER 20, 2001 IS INCORPORATED BY REFERENCE AND MADE A PART OF THIS DOCUMENT. TO RECEIVE A COPY CALL (334)242-7250, OR OUR WEBSITE WWW.PURCHASING.ALABAMA.GOV .

INFORMATION AND ASSISTANCE TO MINORITY BUSINESSES IN THE TECHNICAL COMPLETION OF REQUIRED FORMS MAY BE OBTAINED FROM THE OFFICE OF MINORITY BUSINESS ENTERPRISE, 1-800-447-4191.

BID (ITB) RESPONSE INSTRUCTIONS

REV: 09/18/09

1. TO SUBMIT A RESPONSIVE BID, READ THESE INSTRUCTIONS, ALL TERMS, CONDITIONS AND SPECIFICATIONS.
2. BID ENVELOPES/PACKAGES/BOXES MUST BE IDENTIFIED ON FRONT, PREFERABLY LOWER LEFT CORNER AND BE VISIBLE WITH THE BID NUMBER AND OPENING DATE. EACH INDIVIDUAL BID (IDENTIFIED BY A UNIQUE BID NUMBER) MUST BE SUBMITTED IN A SEPARATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPARATE ENVELOPES PROPERLY IDENTIFIED, WILL BE REJECTED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR LATE BIDS FOR ANY REASON INCLUDING THOSE DUE TO POSTAL, OR COURIER SERVICE. BID RESPONSES MUST BE IN THE DIVISION OF PURCHASING OFFICE PRIOR TO THE "RECEIVE DATE AND TIME" INDICATED ON THE BID.
3. BID RESPONSES (PAGE 1, PRICE SHEET AND ADDENDUMS (WHEN SIGNATURE IS REQUIRED)) MUST BE IN INK OR TYPED ON THIS DOCUMENT. OR EXACT FORMAT WITH SIGNATURES BEING HANDWRITTEN ORIGINALS IN INK (PERSON SIGNING BID, NOTARY, AND NOTARY EXPIRATION), OR THE BID WILL BE REJECTED. UNLESS INDICATED IN THE BID, ALL PRICE PAGES MUST BE COMPLETED AND RETURNED. IF AN ITEM IS NOT BEING BID, IDENTIFY IT AS NB (NO-BID). PAGES SHOULD BE SECURED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR MISSING PAGES. FAXED BID RESPONSES WILL NOT BE ACCEPTED.
4. THE UNIT PRICE ALWAYS GOVERNS REGARDLESS OF THE EXTENDED AMOUNT. A UNIT PRICE CHANGE ON A LINE MUST BE INITIALED BY THE PERSON SIGNING THE BID, OR THAT LINE WILL BE REJECTED. THIS INCLUDES A CROSS-OUT, STRIKE-OVER, INK-OVER, WHITE-OUT, ERASURE, OR ANY OTHER METHOD CHANGING THE PRICE.
5. A "NO BID" MUST BE RETURNED TO REMAIN ON A CLASS/SUBCLASS. RETURN PAGE 1 OR NOTIFICATION PAGE MARKED "NO-BID". IDENTIFY IT ON THE ENVELOPE AS A "NO-BID". FAILING TO RESPOND TO 3 ITB'S WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. RESPONDING WITH 6 "NO-BIDS" WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. A "NO-BID" RECEIVED LATE IS CONSIDERED A NO RESPONSE.
6. THE DIVISION OF PURCHASING IS NOT RESPONSIBLE FOR MISINTERPRETATION OF DATA FAXED FROM THIS OFFICE.
7. THE DIVISION OF PURCHASING REQUIRES AN ORIGINAL AND A MINIMUM OF ONE COMPLETE EXACT COPY (TO INCLUDE SIGNATURE AND NOTARY) OF THE INVITATION-TO-BID RESPONSE. THE ORIGINAL AND THE COPY SHOULD BE SUBMITTED TOGETHER AS A BID PACKAGE. FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED.
8. AN IMPROPERLY SUBMITTED BID, LATE BID, OR BID THAT IS CANCELLED ON OR BEFORE THE OPENING DATE WILL BE HELD FOR 90 DAYS AND THEN DESTROYED. THE BID MUST BE RETRIEVED DURING REGULAR WORK HOURS, MONDAY - FRIDAY, EXCEPT STATE HOLIDAYS. AFTER THE BID IS DESTROYED, THE DIVISION OF PURCHASING ASSUMES NO RESPONSIBILITY FOR THE DOCUMENT.

DISQUALIFIED/CANCELLED BID

BIDS THAT ARE IMPROPERLY SUBMITTED OR RECEIVED LATE WILL BE A RESPONSE FOR RECORD, BUT WILL NOT BE RETURNED OR A NOTIFICATION MAILED.

THE FOLLOWING IS A PARTIAL LIST WHEREBY A BID RESPONSE WILL BE DISQUALIFIED:

BID NUMBER NOT ON FACE OF ENVELOPE/COURIER PACKAGE/BOX
RESPONSES TO MULTIPLE BID NUMBERS IN SAME ENVELOPE NOT PROPERLY IDENTIFIED
BID RECEIVED LATE
BID NOT SIGNED/NOT ORIGINAL SIGNATURE
BID NOT NOTARIZED/NOT ORIGINAL SIGNATURE OF NOTARY AND/OR NO NOTARY EXPIRATION
NOTARIZED OWN SIGNATURE
REQUIRED INFORMATION NOT SUBMITTED WITH BID
FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE EXACT COPY

CERTIFICATION PURSUANT TO ACT NO. 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVERY INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING, AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES INTO ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEARBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

OPEN DATE : 01/15/10 TIME: 10:00 AM

PAGE 3

RETURN DATE: 01/14/10 TIME: 5:00 PM

INVITATION TO BID

INTENT TO AWARD

EFFECTIVE MAY 1, 2008, THE STATE OF ALABAMA - DIVISION OF PURCHASING WILL ISSUE AN 'INTENT TO AWARD' BEFORE A FINAL AWARD IS MADE. THE 'INTENT TO AWARD' WILL CONTINUE FOR A PERIOD OF FIVE (5) CALENDAR DAYS, AFTER WHICH A PURCHASE ORDER WILL BE PRODUCED. UPON FINAL AWARD, ALL RIGHTS TO PROTEST ARE FORFEITED. A DETAILED EXPLANATION OF THIS PROCESS MAY BE REVIEWED IN THE ALABAMA ADMINISTRATIVE CODE - CHAPTER 355-4-1(14).

ALTERNATE BID RESPONSE

UNLESS STATED ELSEWHERE IN THIS INVITATION-TO-BID (ITB) THE STATE OF ALABAMA WILL ACCEPT AND EVALUATE ALTERNATE BID SUBMITTALS ON ANY ITB'S. ALTERNATE BID RESPONSES WILL BE EVALUATED ACCORDING TO THE REQUIREMENTS AS ALL OTHER RESPONSES TO THIS ITB.

INTERNET WEBSITE LINK'S

INTERNET AND/OR WEBSITE LINKS WILL NOT BE ACCEPTED IN BID RESPONSES AS A MEANS TO SUPPLY ANY REQUIREMENTS STATED IN THIS ITB (INVITATION-TO-BID).

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE

IN ACCORDANCE WITH THE UNIVERSAL COMMERCE CODE (CODE OF ALABAMA, TITLE 7), AFTER DELIVERY, THE STATE OF ALABAMA HAS THE RIGHT TO INSPECT ALL PRODUCTS BEFORE ACCEPTING. THE STATE WILL INSPECT PRODUCTS IN A REASONABLE TIMEFRAME. SIGNATURE ON A DELIVERY DOCUMENT DOES NOT CONSTITUTE ACCEPTANCE BY THE STATE. THE STATE WILL ACCEPT PRODUCTS ONLY AFTER SATISFACTORY INSPECTION.

SALES TAX EXEMPTION

PURSUANT TO THE CODE OF ALABAMA, 1975, TITLE 40-23-4 (A) (11), THE STATE OF ALABAMA IS EXEMPT FROM PAYING SALES TAX. AN EXEMPTION LETTER WILL BE FURNISHED UPON REQUEST.

INVOICES

INQUIRIES CONCERNING PAYMENT AFTER INVOICES HAVE BEEN SUBMITTED ARE TO BE DIRECTED TO THE RECEIVING AGENCY, NOT THE DIVISION OF PURCHASING

BID RESPONSES AND BID RESULTS

UNEVALUATED BID RESPONSES (NOT BID RESULTS) ARE AVAILABLE ON OUR WEB SITE AT WWW.PURCHASING.ALABAMA.GOV. BID RESULTS WILL BE MADE AVAILABLE FOR REVIEW IN THE DIVISION OF PURCHASING OFFICE, BUT ONLY AFTER THE BID HAS BEEN AWARDED. WE DO NOT FAX OR MAIL COPIES OF BID RESULTS. IF A VENDOR WISHES TO REVIEW BID RESULTS IN OUR OFFICE, THEY SHOULD FAX THEIR REQUEST TO REVIEW THE BID TWO DAYS IN ADVANCE TO THE "BID REVIEW CLERK" AT (334) 242-4419. BE SURE TO REFERENCE THE BID NUMBER.

FOREIGN CORPORATION - CERTIFICATE OF AUTHORITY

ALABAMA LAW PROVIDES THAT A FOREIGN CORPORATION (AN OUT-OF-STATE COMPANY/FIRM) MAY NOT TRANSACT BUSINESS IN THE STATE OF ALABAMA UNTIL IT OBTAINS A CERTIFICATE OF AUTHORITY FROM THE SECRETARY OF STATE. SECTION 10-2B-15.01, CODE OF ALABAMA 1975. TO OBTAIN FORMS FOR A CERTIFICATE OF AUTHORITY, CONTACT THE SECRETARY OF STATE, CORPORATIONS DIVISION, (334) 242-5324. THE CERTIFICATE OF AUTHORITY DOES NOT KEEP THE VENDOR FROM SUBMITTING A BID.

BID IDENTIFICATION

REFERENCE PAGE 2, ITEM 2. DUE TO THE POSTAL SERVICE PUTTING BAR CODE LABELS ON ENVELOPES, IT CONCEALS THE BID NUMBER AND DATE IF THE VENDOR HAS WRITTEN THEM OTHER THAN THE LOWER LEFT CORNER, THEREFORE THE BID WOULD BE REJECTED FOR NOT BEING PROPERLY IDENTIFIED.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER:

ITB NO. : 10-X-2215778

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

PAGE 4

INVITATION TO BID

CONTRACT PERIOD:

ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 5

INVITATION TO BID

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
UNLESS SPECIFIED OTHERWISE BELOW:					
SHIP TO: 012001 / 012M02					
ALA DEPT OF TRANSPORTATION					
STATEWIDE					
.					
.					
AL 00000					
00002	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, MARSHALL CO., 23445 HIGHWAY 431 NORTH GUNTERVILLE, AL 35976 DIVISION 1 EXPECTED SERVICE TIMES: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AS NEEDED BASIS. VEHICLE: NOT REQUIRED. SHIP TO: DIV. 1	1	HR		
00003	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, LIMESTONE CO. I-65 AT MP 363.8 NEAR ARDMORE, ALDOT DIVISION 1, DISTRICT 1 EXPECTED SERVICE TIMES: SUN.- SAT., 10PM - 6AM. VEHICLE: NOT REQUIRED SHIP TO: DISTRICT 11	1	HR		
00004	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, DEKALB CO. I-59 AT MP 240.7 NEAR VALLEY HEAD, ALDOT DIVISION 1 DISTRICT 3. EXPECTED SERVICE TIME: SUN. - SAT. 10PM - 6AM. VEHICLE: NOT REQUIRED SHIP TO: DIST. 13	1	HR		
00005	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, CULLMAN CO. I-65 AT MP 301.5 SOUTH OF CITY OF CULLMAN, ALDOT DIVISION 1, DISTRICT 4 EXPECTED SERVICE TIME: SUN. - SAT. 12 MIDNIGHT - 8AM. VEHICLE: NOT REQUIRED SHIP TO: DIST. 14	1	HR		
00006	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, COLBERT CO. 295 HWY 20 EAST TUSCUMBIA, AL 35674 DIVISION 2. EXPECTED SERVICE TIME: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AN AS NEEDED BASIS. VEHICLE: NOT REQUIRED. SHIP TO: DIV. 2	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 6

INVITATION TO BID

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
00007	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, JEFFERSON CO. 1020 BANKHEAD HWY WEST, BIRMINGHAM, AL 35204, ALDOT DIVISION 3 EXPECTED SERVICE TIME: SUN. - SAT., 24 HOURS PER DAY. VEHICLE: REQUIRED SHIP TO: DIVISION 3	1	HR		
00008	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, ST. CLAIR CO. I-59 NORTHBOUND AT MP 165.0 NEAR ASHVILLE, ALDOT DIVISION 3 DISTRICT 2 EXPECTED SERVICE TIME: SUN. - SAT. 8PM - 6AM. VEHICLE: NOT REQUIRED SHIP TO: DIST. 32	1	HR		
00009	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, ST. CLAIR CO. I-59 SOUTHBOUND AT MP 167.5 NEAR ASHVILLE, ALDOT DIVISION 3 DISTRICT 2 EXPECTED SERVICE TIME: SUN. - SAT. 8PM - 6AM. VEHICLE: NOT REQUIRED SHIP TO: DISTRICT 32	1	HR		
00010	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES TALLAPOOSA CO. 240 HWY 280, ALEXANDER CITY, AL 35011, DIVISION 4 EXPECTED SERVICE TIMES: TUES. - THUR. 10PM - 6AM. 24 HR SERVICE FROM 10PM FRI. - 6AM MON. VEHICLE: NOT REQUIRED. SHIP TO: DIV. 4	1	HR		
00011	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, CHAMBERS CO. I-85 SOUTHBOUND AT MP 78.1 NEAR LANETT ALDOT DIVISION 4, DISTRICT 3 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 8AM. VEHICLE: NOT REQUIRED SHIP TO: DIST. 43	1	HR		
00012	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER CELBURNE CO. I-20 WESTBOUND AT MP 213.0 NEAR THE GEORGIA/AL STATE LINE, ALDOT	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 7

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	DIVISION 4 DISTRICT 4. EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 8AM. VEHICLE: NOT REQUIRED. SHIP TO: DIST. 44				
00013	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIV. & DIST. OFFICES & FACILITIES, TUSCALOOSA CO. 2715 SKYLAND BLVD TUSCALOOSA, AL 35405 DIVISION 5 EXPECTED SERVICE TIMES: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AS NEEDED BASIS. VEHICLE: NOT REQUIRED. SHIP TO: DIV. 5	1	HR		
00014	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, TUSCALOOSA CO. I-59 NB AT MP 84.6 NEAR BROOKWOOD ALDOT DIVISION 5, DISTRICT 2 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: REQUIRED SHIP TO DIST. 52	1	HR		
00015	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, TUSCALOOSA CO. I-59 SB AT MP 84.6 NEAR BROOKWOOD ALDOT DIVISION 5, DISTRICT 2 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 52	1	HR		
00016	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, GREENE CO. I-59 NB AT MP 38.5 NEAR EUTAW, ALDOT DIVISION 5 DISTRICT 3 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 53	1	HR		
00017	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, GREENE CO. I-59 SB AT MP 39.5 NEAR EUTAW, ALDOT DIVISION 5, DISTRICT 3 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 53	1	HR		
00018	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 8

INVITATION TO BID

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, CHILTON CO. US-82 AT MP 105.3 NEAR MAPLESVILLE, ALDOT DIVISION 5, DISTRICT 4 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: NOT REQUIRED SHIP TO: DIST. 54				
00019	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, CHILTON CO. I-65 NB AT MP 213.8 NEAR CLANTON, ALDOT DIVISION 5, DISTRICT 4 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 54	1	HR		
00020	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, CHILTON CO. I-65 SB AT MP 214.0 NEAR CLANTON, ALDOT DIVISION 5, DISTRICT 4 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 54	1	HR		
00021	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, MONTG. CO. 1526 COLISEUM BLVD. MONTG., AL 36110, DIVISION 6. EXPECTED SERVICE TIMES: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AS NEEDED BASIS. VEHICLE: NOT REQUIRED. SHIP TO: DIV. 6	1	HR		
00022	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, MACON CO. I-85 NB AT MP 44 NEAR TUSKEGEE, ALDOT DIVISION 6, DISTRICT 2 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 62	1	HR		
00023	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREAS, MACON CO. I-85 SB AT MP 44 NEAR TUSKEGEE, ALDOT DIVISION 6, DISTRICT 2 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: REQUIRED	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 9

INVITATION TO BID

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	SHIP TO: DIST. 62				
00024	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, BUTLER CO. I-65 NB TO MP 133 NEAR GREENVILLE, ALDOT DIVISION 6 DISTRICT 4 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 64	1	HR		
00025	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, BUTLER CO. I-65 SB AT MP 133 NEAR GREENVILLE, ALDOT DIVISION 6 DISTRICT 4 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: REQUIRED SHIP TO: DIST. 64	1	HR		
00026	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, PIKE CO. 229 ELBA HWY, TROY, AL 36079, DIV. 7 EXPECTED SERVICE TIMES: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AS NEEDED BASIS. VEHICLE: NOT REQUIRED SHIP TO: DIVISION 7	1	HR		
00027	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, HOUSTON CO. US-231 AT MP 0.6 NEAR MADRID ALDOT DIVISION 7, DISTRICT 1 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 4AM VEHICLE: NOT REQUIRED SHIP TO: DIST. 71	1	HR		
00028	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, COVINGTON CO. US-331 AT MP 8.1 NEAR FLORALA, ALDOT DIVISION 7, DISTRICT 3 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: NOT REQUIRED SHIP TO: DIST. 73	1	HR		
00029	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, DALE CO. US-231 AT MP 37.8 NEAR OZARK, ALDOT	1	HR		

PAGE TOTAL

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 10

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	DIVISION 7, DISTRICT 4 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: NOT REQUIRED SHIP TO: DIST. 74				
00030	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, BARBOUR CO. US-431 AT MP 58.7 NEAR EUFAULA, ALDOT DIVISION 7, DISTRICT 6 EXPECTED SERVICE TIMES: SUN. - SAT. 10PM - 6AM VEHICLE: NOT REQUIRED SHIP TO: DIST. 76	1	HR		
00031	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, CLARKE CO. 129 GROVE HILL AVE. E GROVE HILL, AL 36541, DIVISION 8 EXPECTED SERVICE TIMES: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AS NEED BASIS. VEHICLE: NO REQUIRED. SHIP TO: DIV. 8	1	HR		
00032	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DISTRICT OFFICES, CLARKE CO. 600 MAX GILLIS RD GROVE HILL, AL 36451 DIVISION 8 DISTRICT 4 EXPECTED SERVICE TIME: NO CURRENT USAGE AT THIS SITE. INCLUDED FOR FUTURE NEED. SERVICES TO BE USED ON AS NEEDED BASIS VEHICLE: NOT REQUIRED. SHIP TO: DIST. 84	1	HR		
00033	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, SUMTER CO. I-59 AT MP 0.5 NEAR CUBA, ALDOT DIVISION 8 DISTRICT 1 EXPECTED SERVICE TIMES: SUN. - SAT. 9PM - 5AM VEHICLE: NOT REQUIRED SHIP TO: DIST. 81	1	HR		
00034	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: DIVISION OFFICES, MOBILE CO. 1701 BELTLINE HWY N MOBILE, AL 36618 ALDOT DIVISION 9 EXPECTED SERVICE TIMES: SUN. - SAT. 5PM - 6AM VEHICLE: NOT REQUIRED SHIP TO: DIV. 9	1	HR		
00035	COMMODITY CODE: 990-46-066648	1	HR		
PAGE TOTAL					

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 10-X-2215778

PAGE 11

OPEN DATE : 01/15/10 TIME: 10:00 AM

RETURN DATE: 01/14/10 TIME: 5:00 PM

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, MOBILE CO. I-10 EB AT MP 0.3 NEAR AL/MS STATE LINE ALDOT DIVISION 9, DISTRICT 1 EXPECTED SERVICE TIMES: SUN. - SAT 8PM - 6AM DURING SUMMER, 6PM - 6AM OTHERWISE VEHICLE: NOT REQUIRED. SHIP TO: DIST. 91				
00036	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: WELCOME CENTER, BALDWIN CO. I-10 WB AT MP 66.0 NEAR AL/FL STATE LINE ALDOT DIVISION 9, DISTRICT 2. EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM DURING SUMMER, 6PM - 6AM OTHERWISE VEHICLE: NOT REQUIRED. SHIP TO: DIST. 92	1	HR		
00037	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, CONECUH CO. I-65 NB TO MP 84.5 NEAR EVERGREEN ALDOT DIVISION 9, DISTRICT 3 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM DURING SUMMER, 6PM - 6AM OTHERWISE VEHICLE: NOT REQUIRED. SHIP TO: DIST. 93	1	HR		
00038	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED SERVICE LOCATION: REST AREA, CONECUH CO. I-65 SB AT MP 88.8 NEAR EVERGREEN ALDOT DIVISION 9, DISTRICT 3 EXPECTED SERVICE TIMES: SUN. - SAT. 8PM - 6AM DURING SUMMER, 6PM - 6AM OTHERWISE VEHICLE: NOT REQUIRED. SHIP TO: DIST. 93	1	HR		
00039	COMMODITY CODE: 990-46-066648 GUARD AND SECURITY SERVICES PER SPECIFICATIONS ATTACHED LINE ITEM FOR CONTRACTOR SUPPLIED, ALDOT-RETAINED GUARD TOUR VERIFICATION SYSTEM.	1	HR		

PAGE TOTAL

BID TOTAL

Draft Specification 990D87 - Guard Services at Welcome Centers and Rest Areas

A. Responsibilities – Contractor

1. The contractor shall furnish guards to protect designated property against fires and thefts and to prevent damage or destruction by sabotage, riots or other intentional acts of violence.
2. The contractor shall furnish guards for each protected property on the days and at the times identified in the bid documents. The days and times are approximate and are subject to change by ALDOT. Actual days and times shall be specified in the “post orders” for each protected property.
3. The contractor shall furnish guards in strict conformity with the practice and standards as may be prescribed by the department from time to time.
4. The contractor shall furnish guards completely outfitted with uniforms, badges and all necessary equipment.
5. The contractor shall neither furnish, nor allow guards to carry, handguns, firearms, tasers, pepper spray or other similar items while on duty.
6. The contractor shall furnish replacement or substitute guards for regularly assigned guards whenever necessary. The contractor shall furnish a trained/experienced replacement guard within two hours maximum when an on-duty guard becomes unable to continue or is removed from duty.
7. The contractor shall furnish additional guards as requested in case of alarm out, power out, or other emergency conditions.
8. The contractor shall designate a local or toll-free contact phone number to be staffed twenty-four hours a day, seven days per week. The phone shall be staffed by a company employee or an answering service, but not an answering machine. The contractor must respond to the phone calls within thirty minutes. The contractor must furnish the phone number to ALDOT and to the purchasing division prior to the issuance of a purchase order.
9. The contractor shall carefully investigate the character, integrity, reputation, honesty, sobriety, truthfulness and reliability of all guards to be furnished to ALDOT. Copies of all applications and a record of all such investigations shall be open to inspection, review

and reproduction by ALDOT. If required by the Division Engineer, copies of applications shall be provided by the contractor prior to a new guard beginning work.

10. The contractor and ALDOT shall jointly perform a site security survey of the protected property to determine the duties and responsibilities of the guards, including the number and location of primary posts, scheduled duty hours, maintenance of "pass-on" logs, frequency of security patrols, security patrol routes, security patrol stations and frequency of unannounced supervisor visits. The contractor shall schedule and conduct the site security review and publish a comprehensive "post order" within fourteen days of issuance of a purchase order.
11. The contractor shall supervise the performance of the guards and shall, within the intervals specified in the "post orders" and at unannounced times, visit the protected property to determine the manner in which the guards are discharging their duties. The guard's duty logs shall be reviewed during each visit and signed off by the contractor. The contractor shall submit written documentation of each visit and associated findings to designated ALDOT personnel within five business days of the visit.
12. The contractor shall purchase and install an ALDOT-retained complete guard tour verification system for each protected property.
13. The contractor-provided guard tour verification system shall be either a Guardsman Mechanical Watchclock System, Model GDS-12, manufactured by Detex or a GCS ProxiPen Kit manufactured by Detex. Selection of the system shall be determined by the appropriate ALDOT Division Engineer. Each installation shall include all necessary components to produce a fully functional system. Each installation shall be configured so that reports, whether printed or electronic, are delivered directly to designated ALDOT personnel.
14. The contractor shall install the selected guard tour verification system, including the placement of keys, radio frequency ID (RFID) tags, etc., as determined by the site survey and documented in the "post order".
15. After installation of the guard tour verification system is complete, the contractor shall conduct a walk-through of the system with ALDOT. Upon successful demonstration to ALDOT that the system, including all reporting functions, is working correctly, ALDOT will reimburse the contractor for the actual cost of the installed system upon receipt of copies of the appropriate invoices and the warranty documentation.

16. The contractor shall be responsible for maintaining the guard tour verification system in working order at all times. During times when the verification system may be unavailable, the contractor shall provide a no-cost backup verification system acceptable to the ALDOT Division Engineer. Repairs to the verification system must be approved by ALDOT in advance and, once complete, may be submitted to ALDOT for reimbursement.
17. When the bid documents specify the use of a vehicle at a protected property by the guards, it shall be furnished by the contractor.
18. All vehicles used by the guards that enter the protected property, whether required for patrols or not, shall be marked on each side with a star and the words "Security Police" therein. The star and the wording shall be colored so as to stand out against their backgrounds and may be magnetized for easy removal.

B. Responsibilities – Guards

1. Guards shall at all times and to the best of their ability perform their assigned duties and shall promptly report to designated ALDOT personnel all fires, thefts, attempted thefts, suspicion of thefts, damage or destruction of property, suspicion of damage or destruction of property, sabotage or attempted sabotage, suspicion of sabotage or attempted sabotage, riots, acts or attempted acts of violence and all other matters relating to the safety of the protected property which are discovered by the guards or which in the exercise of due diligence should be discovered. Reports are to be immediately made to ALDOT designated personnel in-person, by phone or by radio. Written documentation of all such reports shall be submitted to designated ALDOT personnel within 24 hours of the event.
2. Guards shall be subject to all ALDOT policies and regulations while on the premises of the protected property.
3. Each guard shall be physically and mentally capable of maintaining order in stressful, confrontational and dangerous situations and shall be capable of assessing when to contact law enforcement officials for assistance with removing disruptive, unruly persons from the protected property.
4. Each guard shall be capable of standing and walking for prolonged periods of time.
5. Each guard shall wear a complete uniform at all times while on duty: uniform shirt, coordinated long pants, belt, coordinated baseball style cap, coordinated uniform jacket (when needed) and dark closed-toe work shoes with socks.

6. Guards shall be courteous, neat, clean and presentable while on duty.
7. Guards will conduct defined security patrols at intervals specified by ALDOT and as documented in the post orders for each protected property.
8. Except when travelling as required between protected properties, the guards are to be on the grounds of the protected properties and are to be clearly visible and accessible to the public and to ALDOT employees.

C. Responsibilities – ALDOT

1. ALDOT will specify the principal responsibilities and duty hours of the guards.
2. ALDOT will specify the number, location and order of posts to be visited on each security patrol.
3. ALDOT will specify the intervals at which security patrols must be performed.
4. The ALDOT Division Engineer or designated representative may, for any reason, require the contractor to remove a guard and provide another guard.
5. ALDOT reserves the right to screen, including the performance of a background check, and reject any and all uniformed guards before their placement.
6. ALDOT reserves the right to require, at ALDOT's expense, guards to undergo a physical examination by a licensed physician. Should the contractor or a guard request a second opinion, those examinations shall be at the contractor's expense.

D. General Requirements – Contractor

1. The contractor shall be licensed by the appropriate municipal, county, and state agencies.
2. The contractor shall carry and keep in full force at all times general liability insurance (bodily injury and property damage) with a minimum of \$1,000,000 for each occurrence and \$1,000,000 aggregate. This requirement may be covered by the contractor's general liability insurance alone or together with the contractor's excess liability insurance umbrella coverage. The contractor shall furnish insurance certificates with the bid.

3. The contractor shall carry workmen's compensation insurance in the name of the contractor sufficient under the laws of the state of Alabama. The contractor shall furnish workmen's compensation insurance certificates with the bid.
4. The contractor shall have a mandatory training program for all guards. The contractor shall furnish proof of that training program with the bid. That proof shall be by letter from a training agency or from descriptive literature submitted by the contractor.
5. The contractor shall have a drug and alcohol testing program for all guards. The testing program shall include mandatory drug testing for all new guards and random drug testing for all guards. The testing program shall also include provisions for supervisor directed drug and alcohol testing of all guards. The contractor's bid shall include proof that such a program exists and is in effect.
6. The contractor's bid shall include three or more reliable references with address, phone number and contact person. The references are to be within the state of Alabama.

E. Training, Certification and Personal Requirements

1. Guards shall have a high school diploma or G.E.D.
2. Guards shall be certified by a licensed physician as being in good health and physically fit for the performance of security duties.
3. Guards must have a working knowledge of local and state statutes regarding law enforcement and public safety. Guards must have training and experience in human relations and crowd management.
4. Guards shall not have been convicted of any felony or misdemeanor other than a violation of a motor vehicle or traffic law.

F. Contract Period

1. This contract shall be valid for a period of twelve months from the date of award.
2. This contract includes the option to renew for a second, third, fourth and fifth year.

G. IMPORTANT NOTE. Absence of any item required to be submitted with the bid shall be grounds for rejecting the bid. References to items submitted with a previous bid or that may be on file with the purchasing division do not satisfy this requirement.